

**Wheatland Township Board Meeting
Thursday, January 11, 2024**

APPROVED 2/8/2024

1. CALL TO ORDER

The meeting was called to order by Supervisor Crouner at 7:31 p.m.

2. PLEDGE OF ALLEGIANCE

Supervisor Crouner led the pledge of allegiance.

3. ROLL CALL AND ESTABLISHMENT OF A QUORUM

Board Members: Trustees Jones, Hickey and Rotkis attended the meeting.

Board Officers: Supervisor Crouner, Highway Commissioner Wieser, Clerk Liskey and Assessor Katzberg attended the meeting. Cemetery/Tax Collector Scriven-Young was absent.

4. PUBLIC COMMENT

None

5. APPROVAL OF MINUTES

5.1 Approval of December 14, 2023, Regular Meeting Open Session Minutes

- Trustee Hickey motioned to open discussion/approval of the minutes for the December 14, 2023, Regular Meeting Open Session. Trustee Jones seconded.

- The minutes for the December 14, 2023, Regular Meeting Open Session were approved 4-0 per roll-call vote.

6. EXECUTIVE SESSION

6.1 Trustee Vacancy Interviews

- Supervisor Crouner provided an overview of the interview process for the Board and trustee candidates: 1. All interviews would take place in an Executive Session of the Board meeting, in which only elected officials would be present. 2. Each candidate would be given 20 minutes to present their qualifications and respond to Board questions. 3. Upon completion of all interviews, the Board would discuss/consider the candidates to determine if a vote would be taken to fill the Trustee vacancy that evening or postpone the vote to seek additional information from the current candidates or solicit other candidates to interview for the vacancy. 4. Status updates would be provided to all interviewees by the next morning.

- Trustee Rotkis motioned to move into an executive session of the Board to interview candidates for the Trustee position available on the Wheatland Township Board due to the resignation of Trustee Meghna Bansal in December. Trustee Jones seconded the motion, and the Board went into Executive Session at 7:34 p.m.

- During the Executive Session, three Wheatland Township residents were interviewed for the Trustee opening: Paul Berkowicz, James Hickey, and Greg Nichols. As the Trustee position was vacated by a republican board member, all candidates were registered republicans as required.

- Executive Session of the Board was completed at 8:31 p.m. The Board meeting continued in regular public forum.

7. NEW BUSINESS

7.1 Approval of Resolution #24-01-R – Warrant of Appointment

- Immediately following completion of the Executive Session of the Board, Supervisor Crowner completed the Resolution #24-01-R document (attached) to include Mr. James Hickey as the proposed candidate to fill the vacant Trustee position and provided copies for Board member review.
- He then motioned to open discussion/approval of Resolution #24-01-R and Trustee Kelly Hickey seconded the motion.
- Resolution #24-01-R was approved by the Board 2-1 via roll-call vote. Due to conflict of interest, Trustee Kelly Hickey abstained.

8. APPROVAL OF BILLS AND CLAIMS

8.1 Town and Road District Fund Bills & Claims

- Supervisor Crowner motioned to open discussion/approval December Town and Road District Fund Bills and Claims, and Trustee Jones seconded the motion.
- Monthly bills and claims of \$258,103.75 were approved by the Board 4-0 in a roll-call vote.

9. REPORTS

9.1 Sr. Administrator/Deputy Clerk - Bill Green

- Referring to his submitted written report (attached), he highlighted the following initiatives:
- Informed on the migrant crisis in the State of Illinois explaining that out-of-state buses were only bringing migrants to Townships with train stations located within their jurisdictions and provide transportation to Chicago.
- Informed that the DuPage Township Food Pantry had an oversupply of food and would be able to provide food to Wheatland Township residents in need of assistance from its facility.

9.2. ASSESSOR (Mary Katzberg)

- Reviewed a draft of the Assessor's office budget for 2024, noting that had requested the accountant clarify what is included in the computer hardware and software line items and that she would update the Board with that information in the February meeting.
- Pointed out that the budget draft included a potential request for an additional \$6k to purchase office equipment purchase, including an upgraded laptop and document scanner. Detailed Explained she would investigate a \$10k line item to ensure it did not include funds for those purchases before finalizing the request.
- Highlighted costs associated with staff training courses planned for the year and an increase in subcontractor fees to go into effect in 2024.
- Supervisor Crowner requested clarification on a significant increase in payroll expenses and suggested the possibility of using qualified consultants to manage some of the work, particularly for commercial assessments, as they could be retained to fill in on an as needed basis resulting in possible cost savings for Wheatland Township.

9.3. HIGHWAY COMMISSIONER (Tom Wieser)

– Updated that a winter weather advisory was in place for the next few days, with predictions of 12-inch snow accumulation for Wheatland Township. Confirmed the Road District crew was well prepared to manage the storm.

9.4 TRUSTEES:

TRUSTEE (Kelly Hickey)

- Commended the Wheatland Road District by reading a constituent Facebook comment into the record: “Wheatland Township does an awesome job. Great snow removal and brush pick up. I also am appreciative of the great deal they negotiated for garbage pickup for unincorporated residents.”
- Noted a correction the December report on the Wheatland Township Senior Luncheon to the cost for that lunch program to \$513, noting that the annual luncheon series still came in about \$1,500 below budget for the year.
- Reported that she had arranged for 80 extra frozen turkeys from the DuPage Food Pantry to be delivered to non-profit Touch My Heart constituents in Wheatland Township.

TRUSTEE (Colleen Rotkis)

- No Report

TRUSTEE (Terry Jones)

- Noted applications for TOI Scholarships had opened and encouraged the Board to inform constituents who may be interested, suggesting a notification about the scholarships be included in the next issue of the Wheatland Township newsletter.

9.5. TOWNSHIP CLERK (Anita Liskey)

- Confirmed the Town and Road District Truth in Taxation Levies had been filed with the county.
- Updated that no new FOIAs had been received during the month and all that had been in process had been completed. Informed the Clerk’s Office would begin implementing the new spreadsheet tracking process, as shown in a previous Board meeting, in January 2024.
- Reported Assessor Mary Katzberg had been sworn into her position that morning, on January 11, and confirmed a copy of her oath would be filed with Will County.
- Updated on her efforts to review Wheatland Township’s social media practices to ensure compliance with Federal laws mandating training for government employees and elected officials as well as record retention requirements in the social space. Also updated that she was speaking to vendors and reviewing best practices regarding social media policies related to posting on social sites as well as information that should be included in all Wheatland Township social channel profiles. Confirmed she would update Supervisor Crowner and provide updates on this topic, including potential draft policy statements for Board approval, at future meetings.

9.6. TAX COLLECTOR/CEMETERY (David Scriven-Young)

- Though Tax Collector Scriven-Young was absent, he submitted a written report (attached) to update as follows:

- one grave had been sold and two casket burials had been completed at the cemetery during December 2023.
- clean up, including the removal of remaining holiday decorations, would take place on January 15th; advance notifications were provided via on-site signage and a website posting.
- Wheatland Township resident Judith Mayer made a generous donation to the cemetery including a note that read: "The cemetery is so well kept by volunteers, and I appreciate their dedication and hard work".

9.7. SUPERVISOR (Michael Crowner)

- Confirmed the next Wheatland Township newsletter was in process and would include introductions of the new elected officials, details on the energy aggregation and information on the procedures for opting out.
- Reminded the last Decennial Committee meeting would take place in February, before the regular Board meeting, and requested members submit any final notes, comments or suggestions as soon as possible to be included in the draft document that would be reviewed and finalized at that meeting.

11. ADJOURNMENT:

- Supervisor Crowner moved to adjourn the meeting and Trustee Hickey seconded the motion. The meeting was adjourned on a voice vote at 9:05 p.m.

Next meeting Thursday, Feb 8, 2024

Approved as presented:

Anita Liskey

Draft #1 1.18.24 11:30 p.m. AL